

ORDINANCE NO. 2015-30

Establish procedure to set elected official salaries

Executive Summary

Jefferson County had a Compensation Study conducted by Carlson Dettman Consulting for all County employees in 2012 (except the Sheriff's Department deputies) which study also evaluated the elected positions and, based on the duties of said positions, recommended that the following pay grades be assigned to the elected positions: County Clerk, Grade 12; Clerk of Court, Grade 12; Register of Deeds, Grade 10; Treasurer, Grade 10; and Sheriff, Grade 16. This Compensation Study did not recommend the step within the pay structure that these positions should be placed. After consideration by the Human Resources Committee and County Board in 2014, these positions were all placed in Step 6 of their respective grade in the Jefferson County pay structure which consists of 11 steps. The Human Resources Committee recently conducted a review of these elected officials' salaries for the purpose of establishing future compensation. After reviewing comparables from various Wisconsin counties, the Human Resources Committee determined that these elected positions are more appropriately placed in Step 7 of the Jefferson County pay structure. This ordinance amends Ordinance No. 2013-26 and establishes compensation at Step 7 for the Jefferson County Register of Deeds, County Clerk, Treasurer, Sheriff and Clerk of Court. Compensation may be adjusted by the County Board for cost of living before the earliest time for filing nomination papers for said office in each election cycle.

WHEREAS, the Jefferson County Register of Deeds, County Clerk, Treasurer, Sheriff and Clerk of Court are elected to four-year terms with the Sheriff and Clerk of Court elections being in 2018, and the County Clerk, Register of Deeds and Treasurer next elected in 2016, and

WHEREAS, Section 59.22(1), Wisconsin Statutes, requires the Board to establish the compensation for these elective offices before the earliest time for filing nomination papers prior to each election cycle, and

WHEREAS, compensation needs to be established for the County Clerk, Treasurer and Register of Deeds before April 15, 2016, which is the earliest time for filing nomination papers in this cycle, and

WHEREAS, the Human Resources Committee through many election cycles has sought an objective method of establishing salaries for these offices, and

WHEREAS, the County had a Compensation Study done in 2012 for all County employees (except the Sheriff's Department deputies) which study also evaluated the elected positions and, based on the duties of said positions, recommended that the following pay grades be assigned to the various positions:

County Clerk	Grade 12
Clerk of Court	Grade 12
Register of Deeds	Grade 10
Treasurer	Grade 10
Sheriff	Grade 16

AND WHEREAS, for these offices the Human Resources Committee recommends establishing salaries by use of the same evaluation process used for other employees and further recommends assigning all elected officials to Step 7 of their respective paygrade for the duration of the four-year term in the amount that Step 7 is as of the day before the earliest time for filing nomination papers for said office in each election cycle, which shall remain unchanged during the balance of the four-year term,

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN THAT ORDINANCE NO. 2013-26 SHALL BE AMENDED AS FOLLOWS:

Section 1. Pursuant to Section 59.22(1), Wisconsin Statutes, salaries for each upcoming term of the elected offices of County Clerk, Clerk of Court, Register of Deeds, Treasurer and Sheriff shall be determined by reference to Step 7 of the salary grades as set forth above for each office as of the day before the earliest time for filing nomination papers for said office in each successive election cycle, which shall remain unchanged for said four-year term.

BE IT FURTHER ORDAINED that County elected officials are entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay its share of contributions required by law.

AND BE IT FURTHER ORDAINED that the aforementioned County officials are entitled to participate in the County's health, dental, vision, disability, life insurance, Section 125B and other programs on the same terms and conditions as may be modified from time to time which apply to nonrepresented managerial employees with such variances as may be applicable to the Sheriff based on his law enforcement status.

BE IT FURTHER ORDAINED that the foregoing elected officials may request a cost of living adjustment or salary grade review prior to the year of election for their office in the same manner as is applicable to other County employees requesting salary grade reviews.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

Fiscal Note: The compensation increase for the three elected officials (County Clerk, Register of Deeds and Treasurer) that are up for election in 2016, subject to this change in the ordinance, would be \$42,159.86. The remaining two elected officials (Clerk of Courts and Sheriff) would be an undetermined amount since they are not up for election until 2018. This compensation increase includes a 1% cost of living adjustment recommended by the Human Resources Committee for the County Clerk, Treasurer and Register of Deeds for 2017, 2018, 2019 and 2020. Cost of living adjustments for the Sheriff and Clerk of Courts will be considered in the year before their next term of office.

Adopted by the Jefferson County Board of Supervisors this 9th day of February 2016.

s/Jim Schroeder

Jim Schroeder
Chair

ATTEST:

s/Barbara A. Frank

Barbara A. Frank, County Clerk

Published this 15th day of February 2016.

Ayes__27__ Noes____ Abstain____ Absent__2__ Vacant__1__

Ayes 27: Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Patrick, Schultz, Babcock, Christensen)

Absent 2: Poulson, Borland.

Vacant 1: District 24

Requested by
Human Resources Committee

02-09-16

J. Blair Ward: 02-05-16; 02-09-16

REVIEWED: Administrator: bw; Corp. Counsel: jbw; Finance Director: bl